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AGENDA

Committee CHILDREN AND YOUNG PEOPLE SCRUTINY COMMITTEE

Date and Time of Meeting MONDAY, 12 OCTOBER 2020, 4.30 PM

Venue REMOTE MEETING

Membership Councillor Lee Bridgeman (Chair)
Councillors Cunnah, Hopkins, Joyce, Melbourne, Molik, Phillips,
Mia Rees and Singh

Patricia Arlotte (Roman Catholic representative), Carol Cobert (Church in Wales Representative), Karen Dell'Armi (Parent Governor Representative), Matthew Richards (Parent Governor Representative) and Jones

Mia John (Youth Council Representative)

Time approx.

1 Apologies for Absence

4.30 pm

To receive apologies for absence.

2 Declarations of Interest

To be made at the start of the agenda item in question, in accordance with the Members' Code of Conduct.

3 Minutes

To approve as a correct record the minutes of the previous meeting on 15 September 2020 (*to follow*)

4 Services Updates (Pages 3 - 24)

4.40 pm

To enable Members to review and assess information and performance results from Children's Services and Education.

5 Work Programme 2020/2021 (Pages 25 - 36)

6.00 pm

To agree and sign off the Committee's Work Programme for 2020/2021

6 Committee Business (*Pages 37 - 40*)

6.15 pm

To note correspondence received; and any other relevant Committee business.

7 Urgent Items (if any)

8 Date of next meeting

The next scheduled meeting of the Committee is on Monday 9 November at 4.30 via MS Teams.

Davina Fiore

Director Governance & Legal Services

Date: Tuesday, 6 October 2020

Contact: Mandy Farnham,

02920 872618, Mandy.Farnham@cardiff.gov.uk

**CYNGOR CAERDYDD
CARDIFF COUNCIL**

CHILDREN & YOUNG PEOPLE SCRUTINY COMMITTEE

12 October 2020

SERVICE UPDATES – CHILDREN’S SERVICES AND EDUCATION & LIFELONG LEARNING

Reasons for the Report

1. For Members to consider service updates from Children’s Services and Education & Lifelong Learning, including performance information, the impact of the Covid-19 pandemic on services, and how services are responding to challenges arising from the pandemic.

Background

2. Prior to the Covid-19 pandemic, Members of this Scrutiny Committee would receive quarterly performance updates from Children’s Services.
3. At a meeting of this Scrutiny Committee on the 30th July 2020, following the restart of Scrutiny, Members considered progress in relation to Education Restart. At that meeting, Members recommended that they receive regular updates.
4. This report sets out service updates from both Children’s Services and Education & Lifelong Learning.

Issues

Children’s Services

5. Attached at **Appendix A** is a performance report from Children’s Services, covering a range of performance information, including a narrative on the impact of Covid-19 on the Service. The data in the Appendix sets out results for the following:

Description	Timeline of results
FAM KPI 01 The number of people supported through the Family Gateway	1 April 2019 – 31 August 2020
FAM KPI 02 The number of people supported by the Family Help Team	1 April 2019 – 31 August 2020
FAM KPI 03 The number of people supported by the Support4Families Team	1 April 2019 – 31 August 2020
CS LAC 58 Percentage of children in regulated placements who are placed in Cardiff	Q1 2017/18 – 31 August 2020
Staff 1 The percentage of social worker vacancies in all teams	2013-14 – Q1 2020/21 <i>Please note that, from 2018/19, this information was collected quarterly, and is reflected as such in the table</i>
YOS 2 The percentage of children re-offending within six months of their previous offence	Q1 – 4 2019/20
Family Gateway and MASH Phone Data	1 January 18 – 31 August 2020
Demand – Contact / Referrals to MASH and Family Gateway	6 January 2020 – 27 September 2020
Domestic Abuse at Referral and Assessment	6 January 2020 – 20 September 2020
Face to Face and Virtual Visits	16 April 2020 – 23 September 2020
Number of children on the Child Protection Register	6 January 2020 – 23 September 2020
CP Registration by Category of abuse	August 2020
% Child Protection Conferences On Time	April 2018 – July 2020 (incl)
Being looked after (BLA) starts, ends and total Children Looked After (CLA)	7 January 2020 – 21 September 2020
Timeliness of Children Looked After Reviews	April 2020 – August 2020
Breakdown of placements by type	As at 21 September 2020
Unplanned Placement Move Requests by Age	October 2019 – to date
Supervised Contacts – Swanstaff	17 August 2020 – 18 September 2020
Agency Placements by Age	7 October 2019 – 10 August 2020
Net result of Social Workers starting and leaving Council	July 2019 – end September 2020 <i>(plus predictive forecast)</i>
Impact of COVID-19 on Children and Families / Carers	Narrative

Education & Lifelong Learning

6. At a meeting of this Scrutiny Committee on the 30 July 2020, Members considered a report and presentation on Education Restart. Following the meeting, the Chair wrote to the Deputy Leader and Cabinet Member for Education, Employment & Skills detailing a number of observations and

recommendations. A copy of the letter and corresponding Cabinet response is attached at **Appendices B & C** respectively.

7. The Chair's letter requested the Committee received the following:

- Regular Updates of progress, including
 - Financial Monitoring across the Service and Schools
 - Issues in relation to Vulnerable Learners; and
- School Summer Provision proposals for 2021

At this meeting, Members will receive a presentation and update on the operational management of schools following the return of all pupils in September 2020. This will include:

- Supporting continuity of learning
- Special Schools and supporting pupils with Additional Learning Needs
- Summer 2020 Examination Outcomes and 2021 exam series
- School budget position and re-start of traded services

The presentation will outline some of the key challenges faced by schools and partners in supporting the well-being and learning of pupils in Cardiff. The presentation will be provided to Members ahead of the Committee meeting.

8. Proposals for School Summer Provision 2021 will be reported to a future Scrutiny Committee meeting.

Scope of Scrutiny

9. The scope of the scrutiny is for the Committee Members to review the information provided to the Committee and to provide any comments, concerns or recommendations to the Cabinet Members and Senior Officers.

Way Forward

10. At the meeting, Councillor Graham Hinchey (Cabinet Member for Children and Families), Sarah McGill (Corporate Director, People & Communities) and Deborah Driffield, (Assistant Director of Children's Services) will be in attendance to answer any questions Members may wish to ask in relation to **Children's Services**.
11. Councillor Sarah Merry (Deputy Leader and Cabinet Member for Education, Employment & Skills), Mike Tate (Assistant Director of Education & Lifelong Learning) and Suzanne Scarlett (Partnerships & Performance Manager) will be in attendance to make a brief presentation and answer any questions Members may wish to ask in relation to **Education & Lifelong Learning**.
12. Members may wish to review the information presented at the meeting and determine whether there are any comments, concerns or recommendations which they would like to pass on to the Cabinet Members and senior officers.

Financial Implications

13. There are no direct financial implications arising from this report. However, financial implications may arise if and when the matters under review are implemented with or without any modifications. These financial implications will need to be considered before any changes are implemented.

Legal Implications

14. The Scrutiny Committee is empowered to enquire, consider, review and recommend but not to make policy decisions. As the recommendations in this report are to consider and review matters there are no direct legal implications. However, legal implications may arise if and when the matters under review are implemented with or without any modifications. Any report with recommendations for decision that goes to Cabinet/Council will set out any legal implications arising from those recommendations. All decisions taken by or on behalf of the Council must (a) be within the legal powers of the Council; (b) comply with any procedural requirement imposed by law; (c) be within the powers of the body or person exercising powers on behalf of the Council; (d) be

undertaken in accordance with the procedural requirements imposed by the Council e.g. Scrutiny Procedure Rules; (e) be fully and properly informed; (f) be properly motivated; (g) be taken having regard to the Council's fiduciary duty to its taxpayers; and (h) be reasonable and proper in all the circumstances.

Recommendation

The Committee is recommended to review the information provided in the report, appendices and at the meeting and provide any comments, concerns or recommendations to the relevant Cabinet Members and senior officers.

DAVINA FIORE

Director of Governance and Legal Services

6 October 2020

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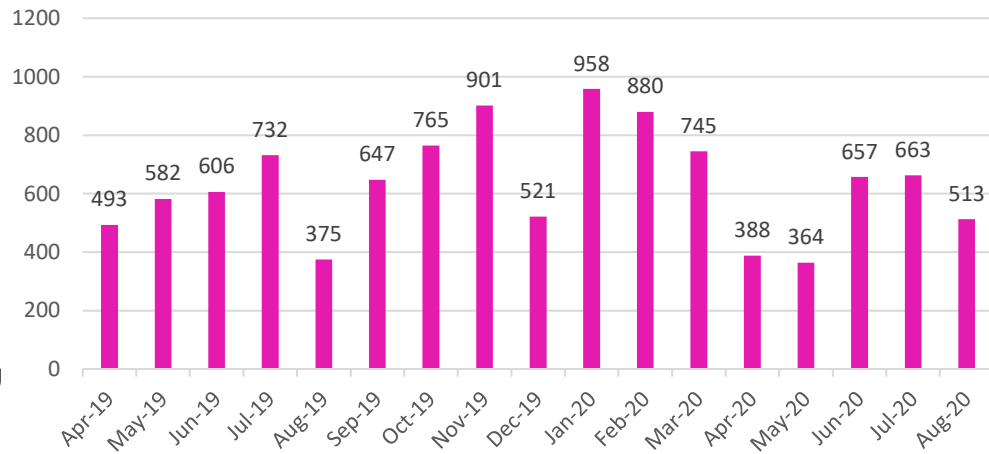
Children's Services Performance Report

October 2020

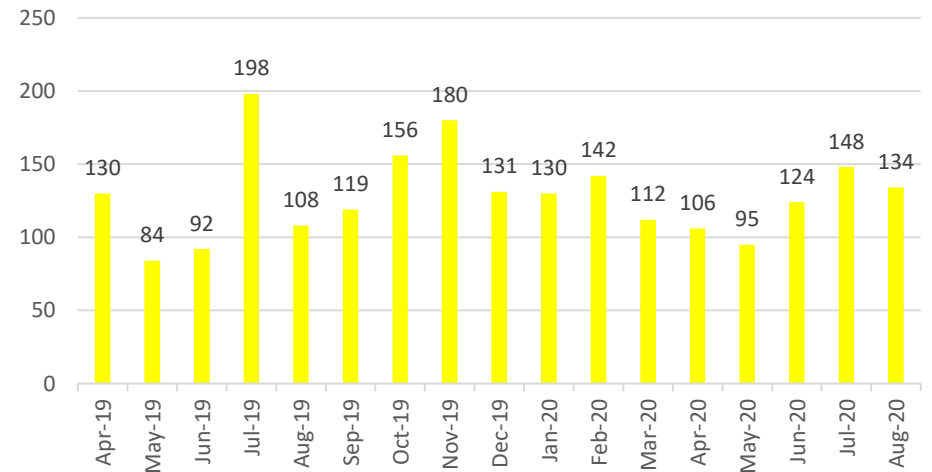


Key Performance Indicators – Corporate Plan

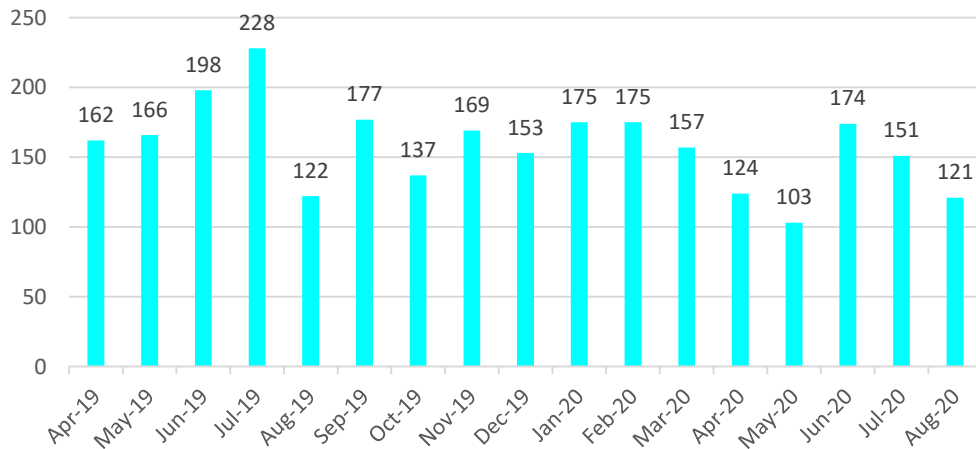
FAM KPI 01 The number of people supported through the Gateway



FAM KPI 02 The number of people supported by the Family Help Team



FAM KPI 03 The number of people supported by the Support4Families Team.

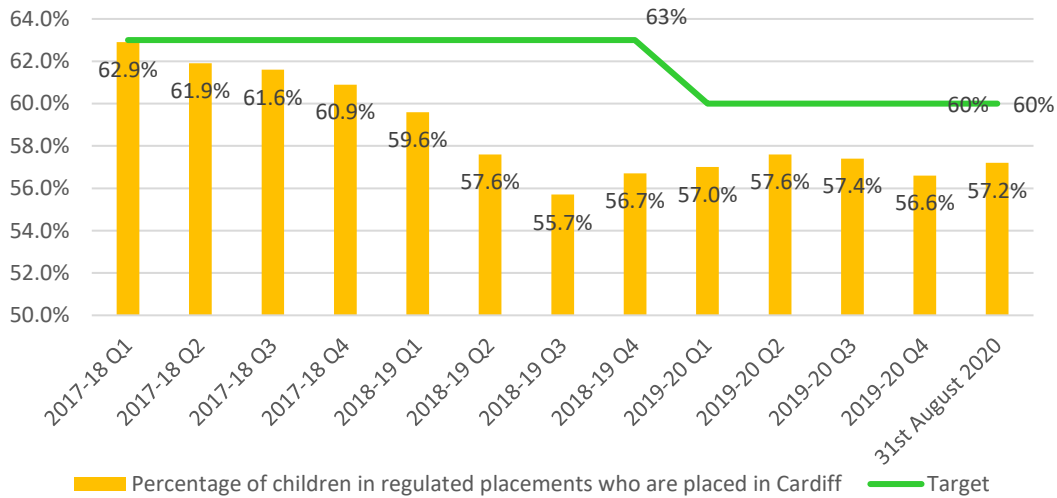


FAM KPI 01 The **number of people supported through the Family Gateway** = 1,409 during Q1. 1176 during July / August 2020. The number of enquiries and well-being contacts.

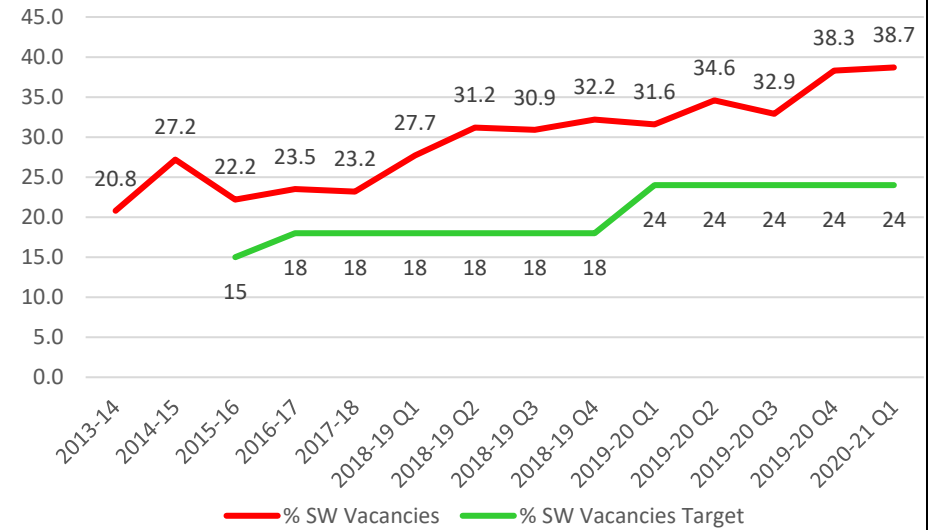
FAM KPI 02 The **number of people supported by the Family Help Team** = 325 during Q1. 282 during July / August 2020.

FAM KPI 03 The **number of people supported by the Support4Families Team** = 401 during Q1. 272 during July / August 2020.

CS LAC 58 Percentage of children in regulated placements who are placed in Cardiff

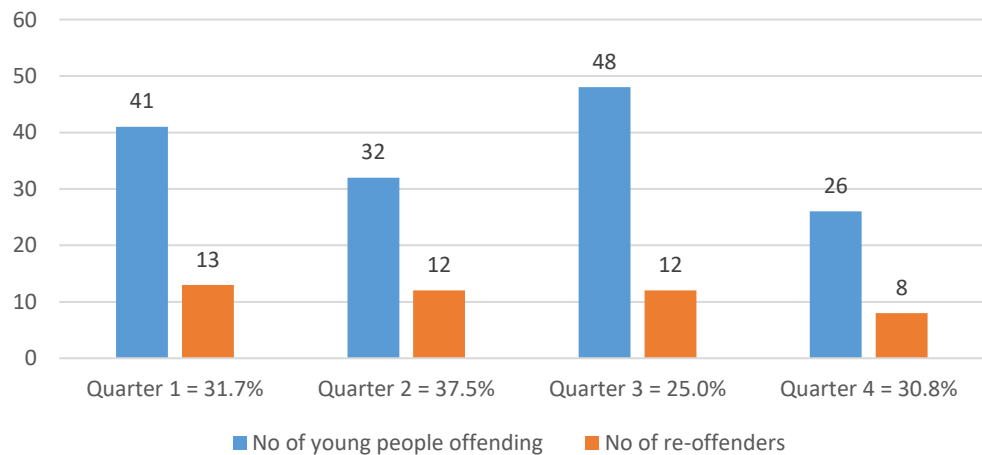


Staff 1 The percentage of social worker vacancies in all teams



Page 11

YOS 2 The percentage of children re-offending within six months of their previous offence



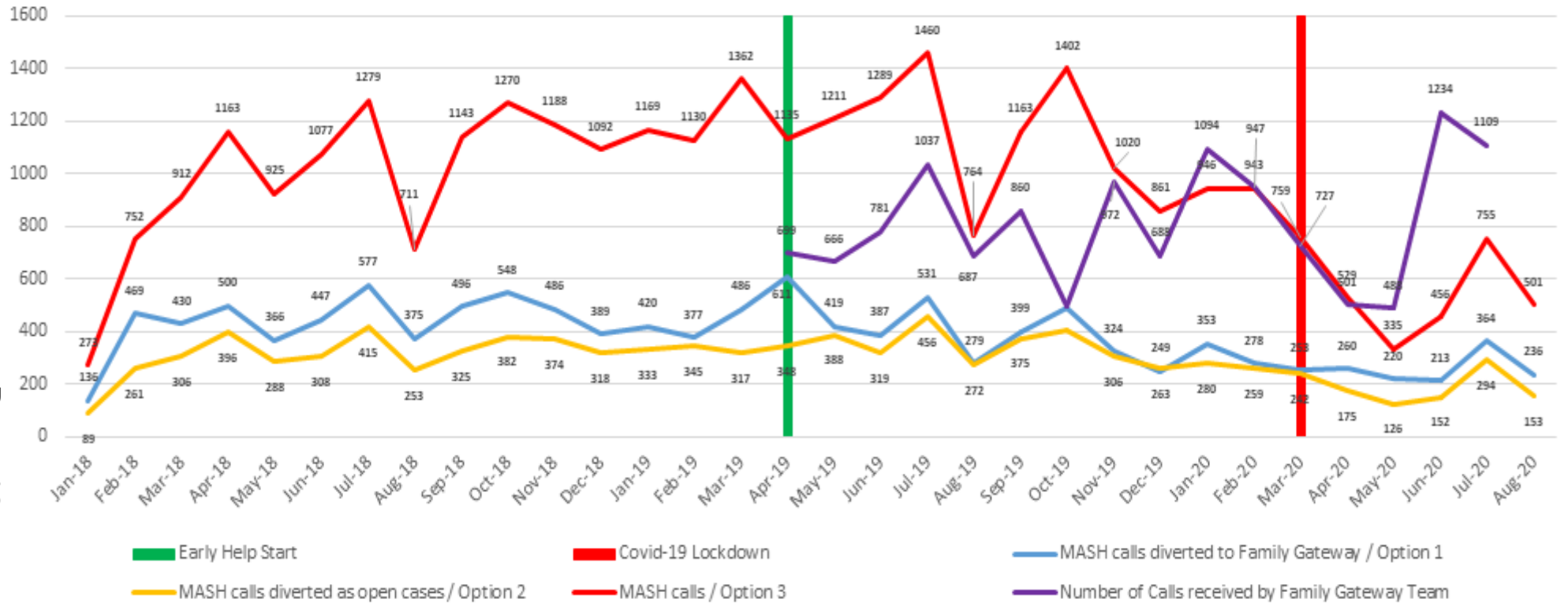
CS LAC 58 The **percentage of children in regulated placements who are placed in Cardiff** = 57.2% (414 / 724). The PI counts only children placed within the LA boundaries and excludes children placed in neighbouring authorities close to their home area and attending Cardiff schools. Please see page 7 for a breakdown of placements.

Staff 1 = 38.7% **vacancy rate** for June 2020. 76.1 posts out of 196.8 posts were vacant. Recruitment has continued as business as usual during the COVID-19 period and we are expecting 18 additional social workers to be in post by early November. This would reduce the vacancy rate to 28.5%. During the year to date, 33 new social workers started, whilst 14 social workers left the Local Authority; 1 was promoted to Team Manager and 3 to Independent Reviewing Officer posts.

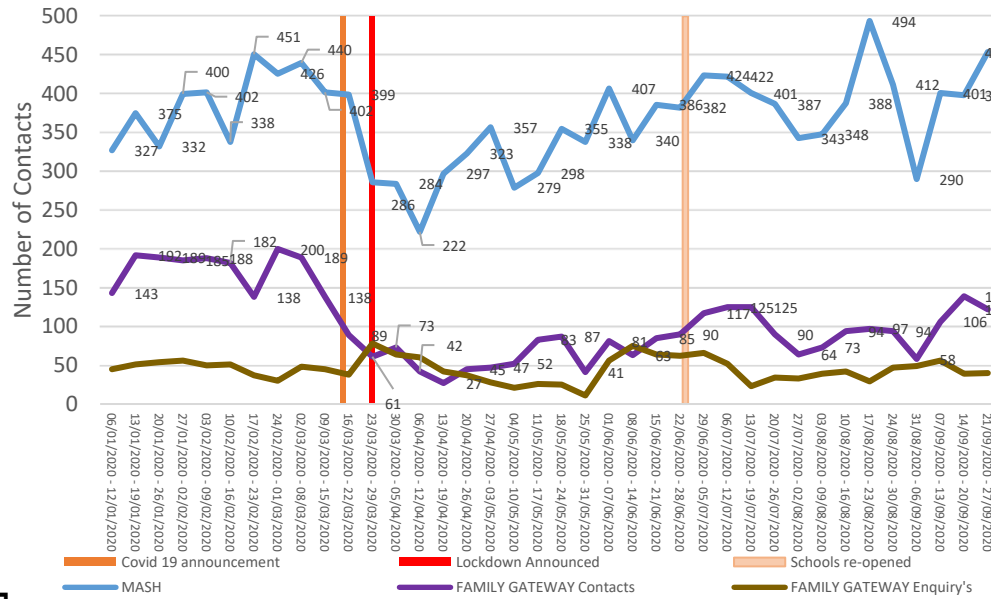
YOS 2 The **percentage of children re-offending within six months of their previous offence** = 30.8% (8 / 26). 8 / 26 young people re-offended committing a further 21 offences. Re-offenders committed an average 2.6 further offences. 50% of re-offenders have committed offences of less or the same seriousness whilst 75% re-offended within 3 months of the original sentence / outcome. All cases have been offered intervention and engaged with the Youth Justice Service.

Annual outturn = 30.6% (45 / 147 young people reoffended).

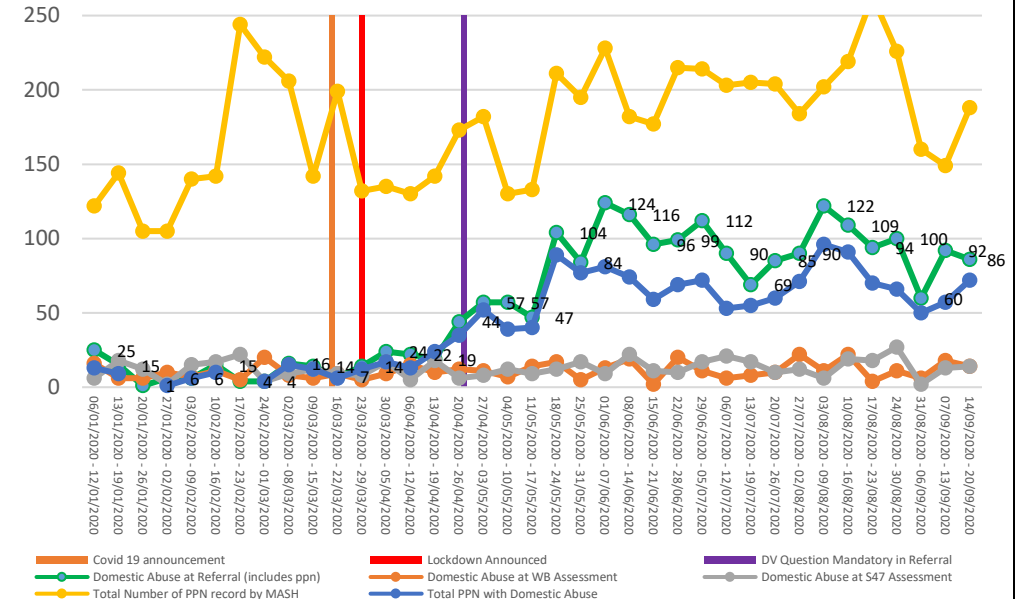
MASH & Family Gateway Phone Data



Demand – Contact / Referrals to MASH and Family Gateway

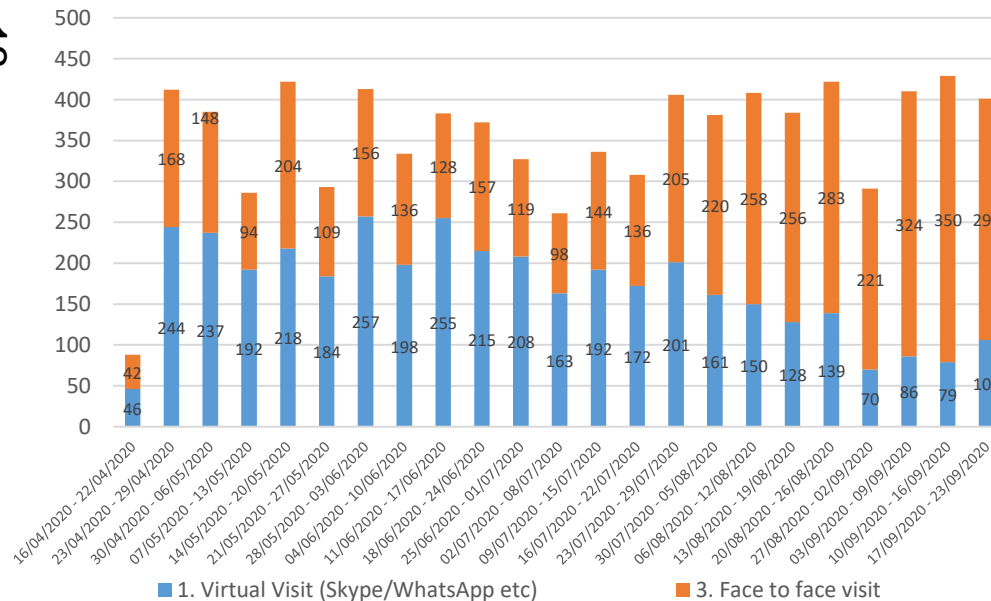


Domestic Abuse at Referral and Assessment



Page 13

Face to Face and Virtual Visits

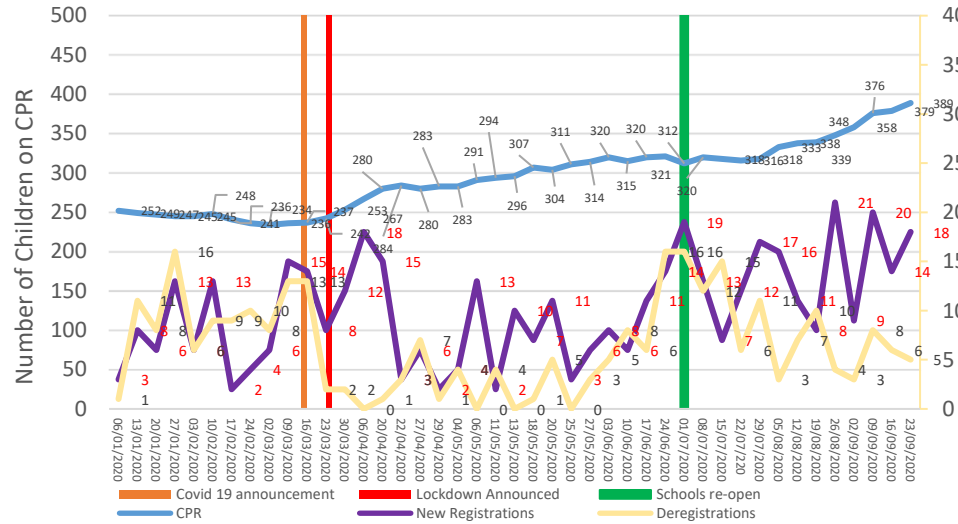


Referrals to MASH initially decreased but gradually increased to approximately the same level as before lockdown, and higher some weeks. The return of children to school is anticipated to lead to a further increase in referrals.

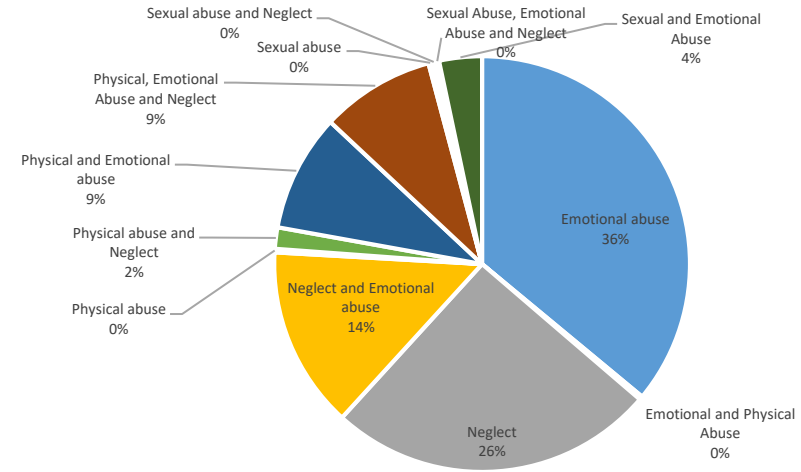
In relation to domestic abuse, we have improved our recording mechanisms to ensure full capture of information; the figures show that overall the number of referrals with domestic abuse as a factor has increased since lockdown.

Home visits took place virtually unless the level of risk required a face to face visit (OM approval was required).

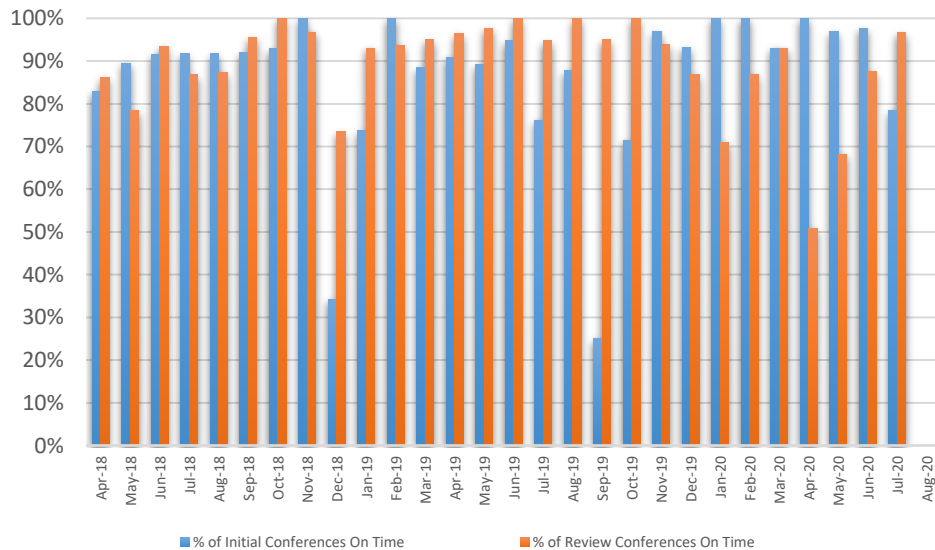
Number of children on the Child Protection Register



CP Registration by Category of abuse August 2020

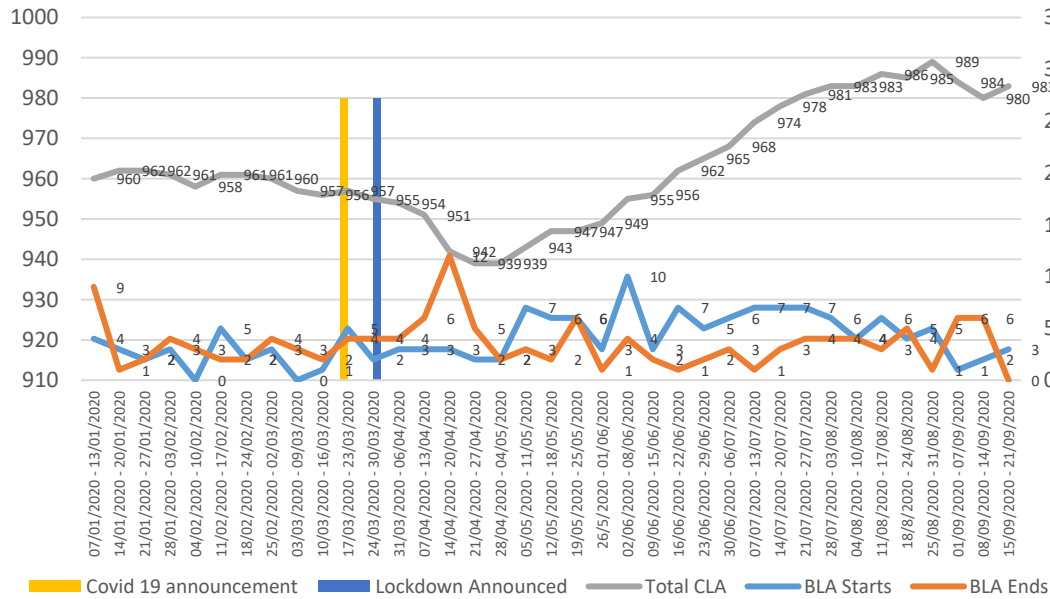


% Child Protection Conferences On Time

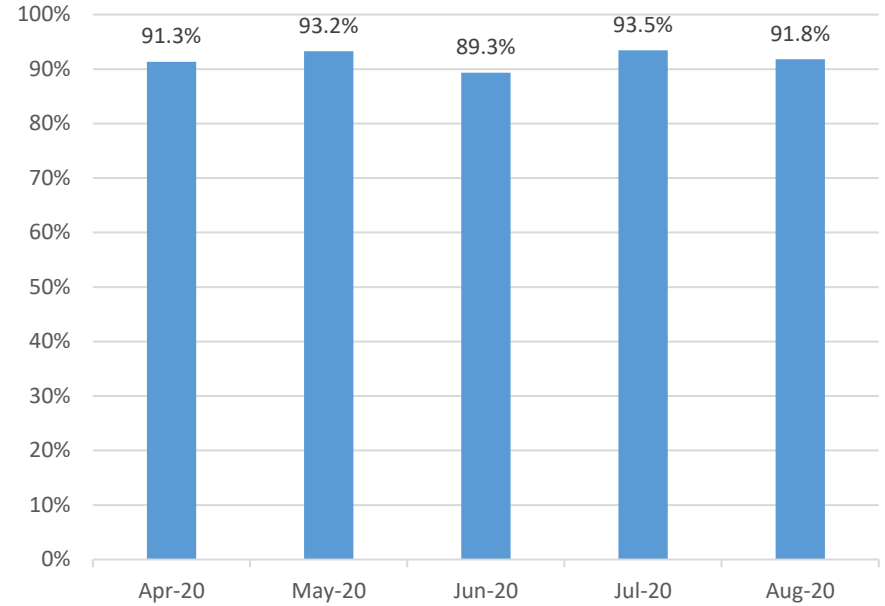


The number of children of the Child Protection Register has increased to 361 at 31st August 2020 from 168 at 30th April 2019. Despite this increase in demand the timeliness of initial child protection conferences has been maintained, with the exception of a dip in July due to a number of factors including the increase in demand, need to prioritise some review conferences and resource issues for all partners. Following a reduction in timeliness of review conferences in the early part of the COVID-19 period when initial reviews were being prioritised, performance has recovered throughout the year to date.

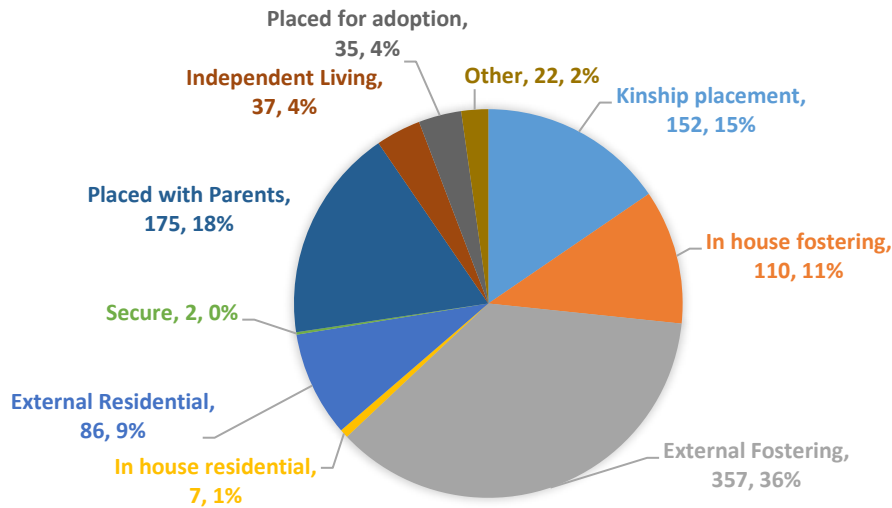
BLA starts, ends and total CLA



Timeliness of Children Looked After Reviews



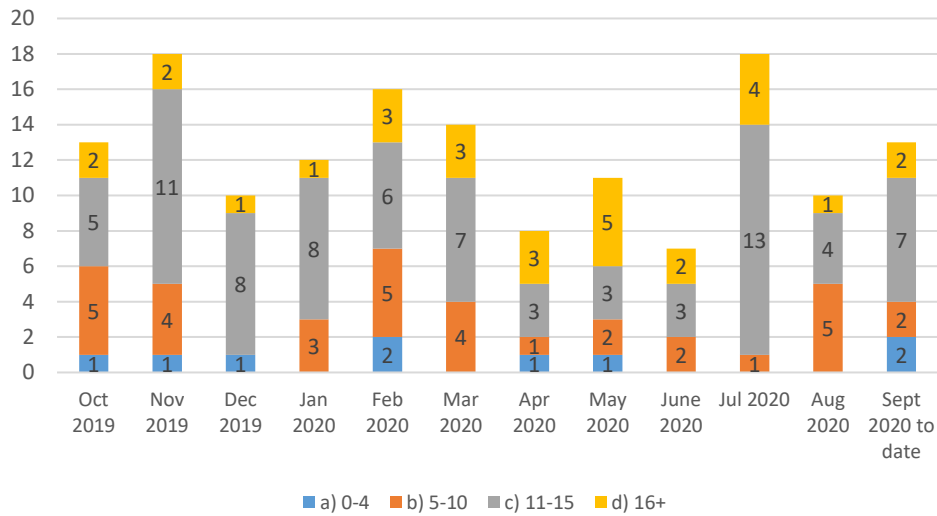
Breakdown of placements by type – as at 21.09.20



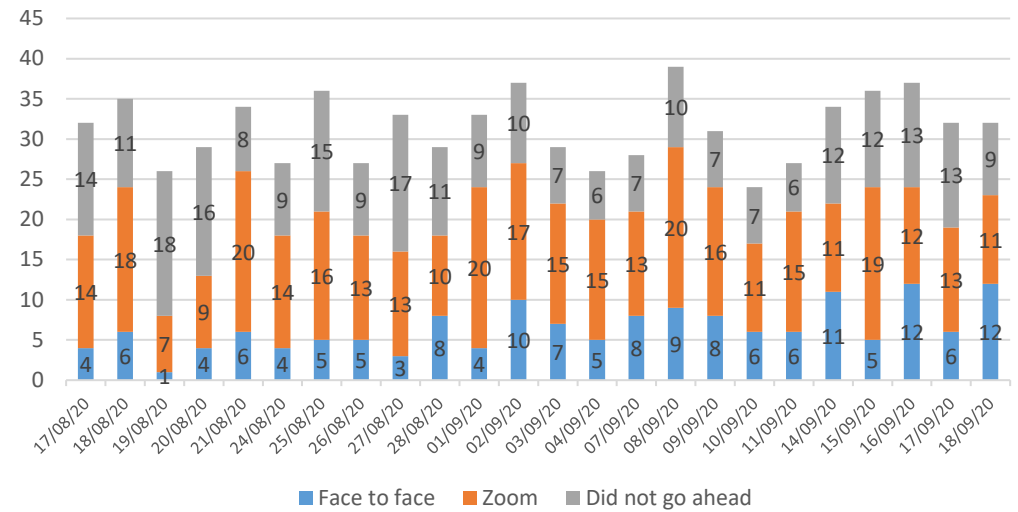
After a decrease in the number of children looked after in the early days of lockdown, a recent increase in new admissions has led to a gradual increase in recent weeks from 939 at 27th April 2020 to 983 at 21st September 2020. This recent increase appears to have tailed off, but is being closely monitored. 43 of the 118 children who started being looked after during the year to date were placed with parents on a Care Order, with family / friends or in parent and baby placements.

The process for children who are looked after continues as indicated in previous briefings, and a hybrid model is being developed going forward to build on the positive elements of virtual working identified during the COVID-19 crisis. Independent Reviewing Officers continue to actively speak to all parties, with children being spoken to separately before reviews to ascertain their views and wishes. Provisional figures on children looked after reviews show that the majority of reviews are taking place on time.

Unplanned Placement Move Requests by Age

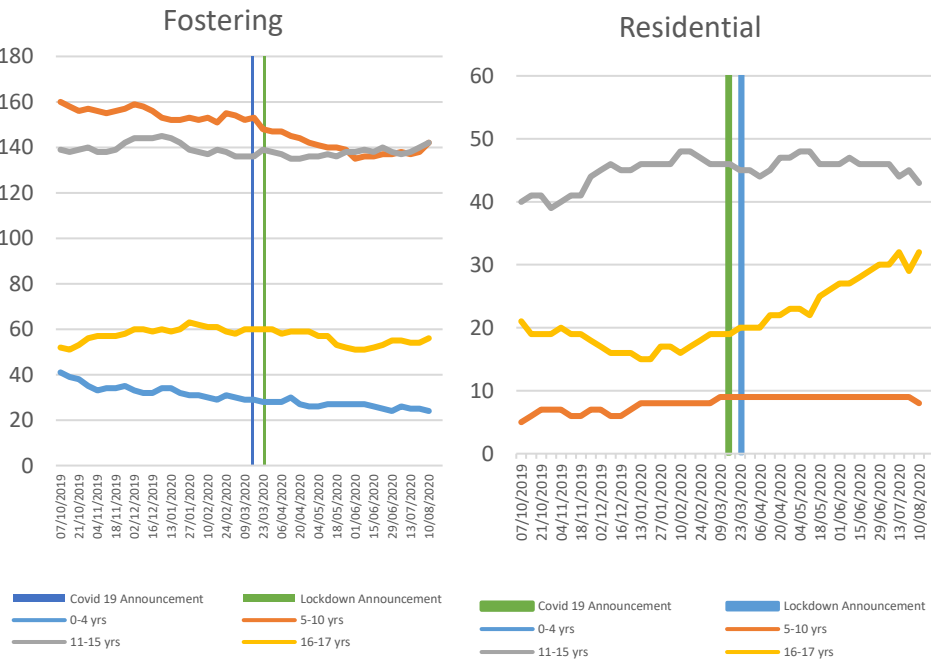


Supervised Contacts - Swanstaff



Page 16

Agency Placements by Age at 7th September 2020



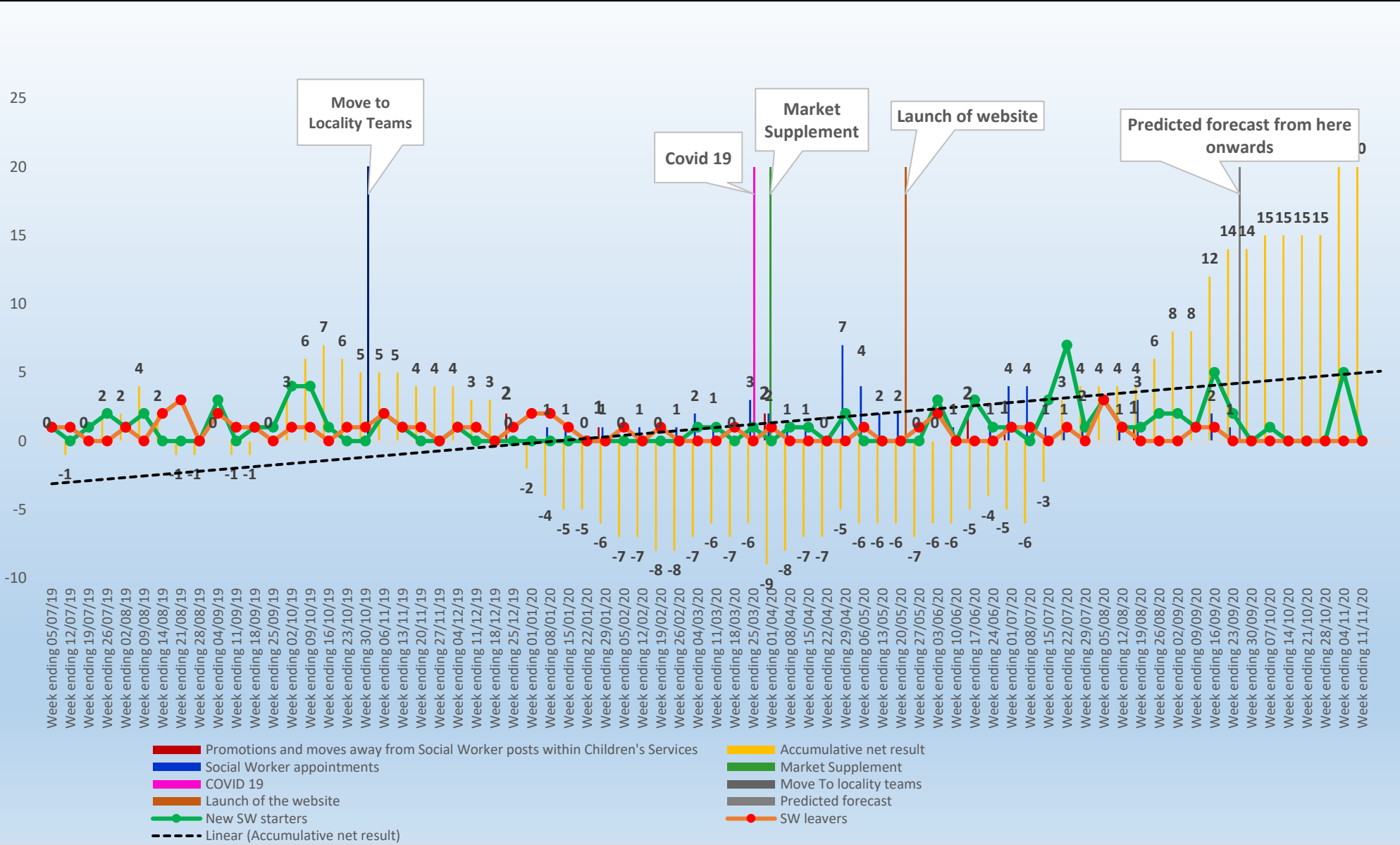
After an increase in the number of unplanned placement move requests in the immediate aftermath of the COVID-19 announcement, the situation stabilised during Quarter 1. However, we have seen an increase during Quarter 2 with the most unplanned placement move requests (59%) being for 11-15 year olds.

Face to face contact has been reintroduced as part of our restart arrangements. In line with the guidance, all staff must ensure risk assessments for staff and Contact Risk Assessments for children (that take account of their situation and people in their support network) are completed. Face to face contact can proceed for cases where all parties are assessed as green. Where cases are rated amber or red due to risk of infection then these cases will be subject to regular review to determine when contact can commence. If parties are deemed to be at risk due to existing health conditions then these cases need to be escalated to Silver and consultation with appropriate health and safety medical professionals will be undertaken. Our supervised contact provider commenced face to face services during w/c 10th August 2020. Risk assessments are required - without a risk assessment the contacts remain virtual. All parents, professionals and children over the age of 11 have to wear face coverings when attending supervised contact. The graph below demonstrates that we are starting to see the number of face to face contacts equalling / exceeding virtual.

The number of children in residential placements has increased, particularly young people aged 16 + 17 due to complexities where families are no longer able to manage risk.

Net result of Social Workers starting and leaving Council

Page 17



Impact of COVID-19 on Children and Families / Carers

A survey of children and families / carers was undertaken to determine the impact of changes on people and to inform recovery planning going forward. Key points were:

- Families were on the whole (70%) positive about the virtual experience with some (43%) reporting that they felt that social workers were more accessible. Some virtual visits will continue where appropriate and a hybrid model is being developed for review meetings going forward.
- New / emerging issues resulting from lockdown identified during the survey covered 6 themes – home schooling, difficult behaviours, health, safety of family. No support / clothing / therapy and miscellaneous (relating to managing medication).
- Top challenges noted by families in the survey were – home schooling, staying connected with extended family and friends, social distancing and accessing medical appointments.
- 45% of families felt that the pandemic had a positive impact on their working relationship with Children's Services.
- 79% of families found Cardiff Children's Services to be helpful during the pandemic.
- Children reported that they knew about coronavirus and how to keep safe. They stayed in touch with people primarily via phone calls and social media. Some (60%) were happy with the level of contact they have with family and friends but 40% were not. 91% were happy with the amount of contact they had with their social worker.

Key risks identified by the service include:

- Increasing demand for services (including due to the impact of domestic abuse) and capacity to respond.
- Lack of referrals from Education while children weren't in school leading to issues not being identified by professionals – there is the potential for child protection risks to be going unnoticed due to restrictions.
- Young people are more vulnerable to exploitation (off the radar).
- Inability to carry out face to face assessments has impacted on parenting assessments so there has been a delay for some families and more families have been placed in parent and baby accommodation.
- Availability of respite for children with disabilities – in house provision repurposed to provide full time care so reduction in respite services for families at a time when they need it most.
- Impact on teenagers and placement breakdowns difficulties with lockdown, particularly with carers with health issues.
- Impact on mental health and well-being – children and families and also staff; particularly for children with additional needs and their families – the impact on these families has been significant.
- Impact on education – the impact of lack of schooling on children who are already disadvantaged is anticipated to be significant and is not yet fully understood.
- Sufficiency of placements – for children looked after and children moving to independence (Young People's Housing Gateway).
- Safely arranging contact between children who are looked after and their families.
- Delays in court work now impacting re: backlog.
- Difficulties re: moving children on for adoption.
- Lack of options for children whose parents have been hospitalised / died as a result of COVID.
- Accumulation of annual leave.

Date: 13 August 2020

My Ref: SS/CYP/AEJ/Aug20



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Neuadd y Sir
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Councillor Sarah Merry
Deputy Leader and Cabinet Member for Education, Employment & Skills
County Hall
Atlantic Wharf
CARDIFF
CF10 4UW

Dear Sarah,

CHILDREN & YOUNG PEOPLE SCRUTINY COMMITTEE – 30 JULY 2020 – EDUCATION RESTART

On behalf of the Committee, I would like to thank you for attending Committee on 30 July 2020. I would also like to thank Mike Tate, Assistant Director of Education & Lifelong Learning and Neil Hardee, Head of Schools Services for attending the meeting, to present the briefing on Education Restart and respond to Members questions.

The Committee welcomed the chance to receive an update and reflect on a number of issues during the Q&A session, including the safe management of schools from September; the mitigation factors the Authority and schools had introduced in relation to PPE and testing; blended learning and new approaches to education; summer provision; school transport; catering; and your efforts in relation to effective communication with schools, pupils and their parents/ carers during these unprecedented times. The Committee wish to commend the hard work by the local authority and schools to date.

There were a number issues that the Committee wish to raise in more detail.

Learning and attainment for all

Members felt that there appeared to be a number of inconsistencies between how individual schools had approached new ways of working during the period where schools had been closed, and were concerned about the affect this may have had in relation to pupil engagement and take up of home learning. Members were particularly concerned about pupils who had disengaged with learning and the knock-on effect this may have in relation to their individual achievement and attainment. Members recommend that, to enable pupils to be assisted in re-

engaging and catching up with peers, additional support continues to be provided for as long as is judged necessary and is tailored to meet individual needs.

Learning from what has happened to date

During the presentation and Q&A, references were made to working with the Consortium and Challenge Advisers to identify where best practice is within schools and for this to be shared. The Committee stated that they were still unaware of what range of approaches were adopted across schools, what good practice had been identified, and whether this had been shared amongst schools. Members were also aware that different practices had been adopted within individual schools and felt strongly that all classes should be offering the same opportunities to all pupils. Members felt that the local authority agrees with the consortium a process for quality assuring provision to ensure as much consistency as possible between and within schools. Members, therefore, **recommend** that the local authority leads a review/audit with the Consortium and Challenge Advisers to identify best practice and this be shared across schools. This review should also include what additional support mechanisms are in place to support pupils who may be disengaged, as highlighted above.

Planning/Preparing

Members of the Committee considered that whilst much had been achieved by the local authority and schools to date, further planning and preparation is required going forward. This should include the outputs from the review/audit above, and support mechanisms for minimising disengagement in the future, should there be further lockdowns. Ultimately, Members felt that the planning and preparation would result in the learning experience being maximised – raising the bar and setting standards going forward.

Members wish to be kept updated on the additional £28 million Welsh Government funding – how much will be allocated to Cardiff and then onto individual schools; when this will be available; and what will this be spent on. Members also raised the issue of individual schools budgets (and overspends) and would appreciate being kept updated on this, particularly any problems that may arise.

In addition, Members were disappointed to hear about the challenges faced by the authority in relation to the withdrawal of summer provision (SHEP) funding. The Committee again commends the steps taken to introduce a new system at short notice, and shares the frustration that this has resulted in a reduced capacity this year. In light of this, the Committee would like to invite yourself and officers to a future Scrutiny Committee to discuss this, and future plans for summer provision in 2021. We will timetable this into our Calendar of Meetings in due course.

I hope you find our comments and observations useful. In summary, the Committee requires a response on the following issues;

1. Inform the Committee of how the Authority will link with the Consortium and Challenge Advisors. It is **recommended** that this should include;
 - A quality assurance role;
 - Undertaking a review/audit to identify best practice; and
 - The dissemination of best practice approaches within and across schools
2. It is **recommended** that appropriate support is put in place for pupils who have not engaged or had dropped out of education and for this to be available from the 14th September 2020, to enable pupils to have the opportunity to be assisted in re-engaging and catching up with peers;
3. Update the Committee on details of how much of the £28m Welsh Government funding is made available locally, and what the funding will be earmarked for;
4. To keep the Committee updated on school budgets and any challenges that may be faced by the authority and schools (particularly in relation overspends); and
5. Return to a future scrutiny committee meeting to discuss 2021 Summer Provision.

I look forward to hearing from you, with a response to the above recommendations.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'L. BRIDGEMAN', with a long horizontal line extending to the right.

COUNCILLOR LEE BRIDGEMAN
Chairperson – Children and Young People Scrutiny Committee

CC: Nick Batchelar, Director of Education & Lifelong Learning
Mike Tate, Assistant Director of Education & Lifelong Learning
Neil Hardee, Head of Schools Services
Cabinet Support Office

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Fy Nghyf / My Ref: CM44187

Eich Nghyf / Your Ref:

Dyddiad / Date: 10 September 2020

Cllr Lee Bridgeman
C/O Members Services
County Hall
Atlantic Wharf
Cardiff
CF10 4UW

Annwyl / Dear Lee

Scrutiny - Education Restart - 30 July 2020

Thank you for the feedback and recommendations following the presentation of school summer provision and restart at the recent CYP scrutiny committee. In relation to your points;

- 1) Officers will continue to build upon already existing links between the Challenge advisors, the Consortium and the LA through the Senior Challenge Adviser; via green and yellow risk and schools causing concern meetings and reporting; partnership working with various elements of the organisation e.g. Wellbeing and Inclusion, Digital Teaching and Learning etc.; sharing of professional learning opportunities and through LA/CSC collaboration in Support / Progress Review Meetings focusing on support and next actions.

The core purpose of an Improvement Partner/ Challenge Adviser is to provide the right support and challenge to enable school leaders to improve outcomes for all learners and includes supporting school self-evaluation and improvement; brokering effective support and intervention; developing school leadership at all levels across the school and building school-to-school capacity. IPs will work closely with schools on their school improvement plans early in the Autumn Term.

Challenge advisers have already completed a Distance and Digital Learning Review during June 2020 which has been shared with WG and the LA. Although not shared with all schools, this has provided additional intelligence to assist the brokering of support for individual schools from CSC and the LA.

With school operations returning to face to face provision in September, the gathering of best practise in relation to Distance Learning will continue to be an area for schools to focus on. Schools, in tandem with WG Learning Guidance, are being encouraged to further develop their Blended Learning approaches.



Appendix C

- 2) Vulnerable learners were identified by all schools at the start of lockdown . Our Joint Vulnerable Learners Panel with Children's Services has assessed cases where further support has been needed. From September and the return of all pupils to school This process will continue.

Officers will work alongside schools to support them in addressing the most entrenched difficulties.

- 3) I am able to confirm that Cardiff schools will receive a total of £2.465m from the £29m that Welsh Government have allocated across all schools in Wales to assist them in an Accelerated Learning Programme for learners who have been disadvantaged as a result of the Covid crisis. This figure is for the seven months to the end of the financial year in March 2021. Schools will receive a pro-rata amount, in the next financial year, for the five months from April 2021 to the end of the academic year in August 2021. This sum is estimated to be £1.760m, which would mean that for the academic year 2020/21 Cardiff schools will receive a sum of £4.225m. The conditions of this grant funding will mean that schools will only be able to spend it on additional staffing (teaching and non-teaching) to assist pupils in gaining additional support where they have been disadvantaged by the varied impacts of the covid crisis.
- 4) We will keep the Committee informed, through regular updates, of any significant financial issues in schools, especially any overspend positions.
- 5) I am pleased that the Committee have acknowledged the work of the Directorate in responding to the request for summer provision and would be grateful for some time in one of meetings later in the Autumn Term to report on evaluation of this year's summer provision with some thoughts on the potential models for provision for summer 2021.

Yn gywir / Yours sincerely



Councillor / Cynghorydd Sarah Merry
Deputy Leader / Dirprwy Arweinydd
Cabinet Member for Education, Employment & Skills
Aelod Cabinet Dros Addysg, Cyflogaeth a Sgiliau

**CYNGOR CAERDYDD
CARDIFF COUNCIL**

CHILDREN & YOUNG PEOPLE SCRUTINY COMMITTEE

12 OCTOBER 2020

WORK PROGRAMME 2020-2021

Purpose of the Report

1. To enable Members of the Committee to agree an approved Work Programme 2020/2021.

Background

2. The Council's Constitution (*Scrutiny Procedure Rule 7*) states that each Scrutiny Committee will set its own work programme. Members construct a work programme that most effectively uses the Committee's time, by considering items within the Committee's terms of reference where scrutiny can make a difference.
3. This Committee's terms of reference include:
 - School Improvement
 - Schools Organisation
 - School Support Services
 - Education Welfare & Inclusion
 - Early Years Development
 - Special Educational Needs
 - Governor Services
 - Children's Social Services
 - Children & Young People's Partnership
 - Youth Services and Justice
 - Children's Play Services
4. This Committee's terms of reference also include the ability to 'assess *the impact of partnerships with and resources and services provided by external organisations including the Welsh Government, joint local government services, Welsh Government Sponsored Public Bodies and quasi-departmental non-governmental bodies on the effectiveness of Council service delivery*'.

5. During the Covid-19 lockdown, standing scrutiny committees were suspended, with Council agreeing to enable measured and proportionate scrutiny via a Covid-19 Scrutiny Panel, consisting of the Scrutiny Chairs. To ensure all previous scrutiny informed the internal challenge of the Panel, all scrutiny committee members were offered the opportunity to pass their comments and enquiries on to Panel Members on reports relevant to their scrutiny committee.

6. In July 2020, Full Council agreed to restart standing scrutiny committees, with a specific remit, within their area of responsibility, to:
 - i) Undertake pre-decision scrutiny of all Cabinet decisions, where appropriate and proportionate to do so;
 - ii) Scrutinise any issues which are time critical and/ or may have a significant adverse reputational impact on the Council; and
 - iii) Develop priorities for potential scrutiny consideration during 2020/21, in consultation with the relevant Cabinet Member/s and Director/s.

7. The report to Council also specified that, in the event of a second peak in Covid-19 cases and further lockdown measures, the Covid-19 Scrutiny Panel would again take on the scrutiny function, until such time as the standing scrutiny committees were able to be supported to resume their functions.

8. Scrutiny plays an essential role in promoting accountability, efficiency and effectiveness in the Council's decision-making process and the way in which it delivers services. The main roles of the Scrutiny Committees are:
 - i. Holding to account the Cabinet and officers, as decision-makers.
 - ii. Being a '*critical friend*', questioning how decisions have been made, providing a '*check and balance*' to decision makers and undertaking reviews of services and policy.
 - iii. Providing a voice for citizens.

Identification of potential items

9. At the last meeting of this Scrutiny Committee on the 15 September 2020, Members decided to hold a work-programming forum to consider and prioritise potential items. Members tasked the scrutiny officer to prepare a schedule of potential items in advance of this meeting based on the remit for the restart of Scrutiny Committees set out in the report to Council in July, which provides direction and boundaries to the committee's work programme.

10. Therefore, the schedule of items included the following:

- i) pre-decision scrutiny;
- ii) issues that are time critical, items that may have a significant adverse reputational impact on the Council; and
- iii) priorities identified following consultation with relevant Cabinet Members and Directors.

11. Ahead of the forum meeting, the Chair and Scrutiny Officer contacted relevant Cabinet Members and Directors to offer them the opportunity to identify priority areas. Information received prior to the forum was shared with Committee Members. Further information received from the service areas after the forum meeting will be discussed at this meeting.

Initial prioritisation of items

12. Members considered a schedule of potential items at their work programming forum meeting on 5 October 2020. Committee Members discussed which of these suggestions to prioritise for inclusion in the draft work programme, considering factors such as:

- i) The potential impact of scrutiny;
- ii) Importance to the citizens of Cardiff;
- iii) Importance for Cardiff Council;
- iv) Whether the possible item would be dealt with in other arenas; and
- v) The resources available from Scrutiny Services and the capacity of Members to undertake the scrutiny.

13. Committee Members considered the most appropriate type of scrutiny tool to use for each of the prioritised items, bearing in mind the WAO advice¹ to aim to achieve committee meetings that last no longer than three hours, whilst maintaining robust, appropriate scrutiny across the terms of reference by undertaking scrutiny outside of committee meetings. Members also bore in mind the Governance report to Council in September 2020, advising that remote committee meetings aim to last 2.5 hours.

14. A schedule summarising the decisions taken is attached at **Appendix A**.

15. Members tasked the Scrutiny Officer to prepare a draft work programme calendar, illustrating likely availability and timing of items. The draft work programme calendar is attached at **Appendix B**, with items split into the following work areas:

Committee Meeting Items:

- **Policy Development / Policy Review/ Pre-decision Scrutiny** - Where the Committee contributes to the Council's policy development processes by considering green papers or draft policy documents, reviews the progress made in implementing agreed Council policies, or evaluates and comments on policy proposals before they go to the Cabinet, giving the Cabinet the opportunity to receive and consider Scrutiny Members views prior to making their decision.
- **Committee Business Items** – enabling Members to consider items of Committee business, such as work programming, task group reports, correspondence reports and the Committee's Annual Report.

Items usually considered outside of Committee Meetings:

- **Committee Improvement Inquiries** - Where the Committee establishes a Task Group to examine a topic, resulting in a formal report to the Cabinet. These can be short inquiries, such as deep dives, or longer inquiries, as required.

¹ Advice received following WAO Corporate Assessment (September 2014)

- **Briefings/ Information Reports** – Where the Committee receives reports for information in order to guide future scrutiny and/ or determine if further scrutiny is required.

Final prioritisation and rationalisation

16. Members are invited to consider whether any further amendments are required to the draft work programme calendar attached at **Appendix B**. Members are reminded of the need to retain some flexibility in the work programme to enable new items to be added to the work programme during the year as necessary.

Way Forward

17. Members will have the opportunity to discuss the information provided in **Appendices A and B** and agree whether any amendments to the work programme are required.

Legal Implications

18. The Scrutiny Committee is empowered to enquire, consider, review and recommend but not to make policy decisions. As the recommendations in this report are to consider and review matters, there are no direct legal implications. However, legal implications may arise if and when the matters under review are implemented with or without any modifications. Any report with recommendations for decision that goes to Cabinet/Council will set out any legal implications arising from those recommendations. All decisions taken by or on behalf of the Council must (a) be within the legal powers of the Council; (b) comply with any procedural requirement imposed by law; (c) be within the powers of the body or person exercising powers on behalf of the Council; (d) be undertaken in accordance with the procedural requirements imposed by the Council e.g. Scrutiny Procedure Rules; (e) be fully and properly informed; (f) be properly motivated; (g) be taken having regard to the Council's fiduciary duty to its taxpayers; and (h) be reasonable and proper in all the circumstances.

Financial Implications

19. The Scrutiny Committee is empowered to enquire, consider, review and recommend but not to make policy decisions. As the recommendations in this report are to consider and review matters, there are no direct financial implications at this stage in relation to any of the work programme. However, financial implications may arise if and when the matters under review are implemented with or without any modifications. Any report with recommendations for decision that goes to Cabinet/Council will set out any financial implications arising from those recommendations.

Recommendation

The Committee is recommended to consider the contents of **Appendix A and Appendix B** and agree any amendments required to these and to the draft work programme and thus approve a final work programme.

DAVINA FIORE

Director of Governance & Legal Services

06 October 2020

Children & Young People Scrutiny Committee Work Programming Forum

5 October 2020

Decisions Taken

Present: Cllrs Bridgeman, Cunnah, Melbourne, Hopkins, Molik, Rees, Singh and Phillips;
Carol Colbert, Patricia Arlotte; Matthew Richards

Pre- Decision Scrutiny

Scheduled Report to Cabinet	Provisional Timing	
Whitchurch High School – Development of Art, Maths & Science – Upper School Site	9 th November 2020	All agreed – schedule as available.
Early Years, Primary and Secondary school provision to serve Adamsdown and Splott	9 th November 2020	
Redevelopment and Expansion of Cathays High School	9 th November 2020	
Corporate Plan	16 th February 2021	
Budgetary Proposals	16 th February 2021	
Directorate Delivery Plans	March/April 2021	
Local Authority Social Services Annual Report 2020/21	July 2021	

Time-Critical/ reputational

<ul style="list-style-type: none"> Youth Justice Service 	<p>Agreed the following:</p> <ul style="list-style-type: none"> Monitor and Review Strategy and Action Plan Receive early evidence of performance Focus on outcomes and improvements for young people, not just outputs/data/statistics
<ul style="list-style-type: none"> Education Restart – Preparation and Adaptation for dealing with Covid-19 	<p>Agreed the following:</p> <ul style="list-style-type: none"> Preparation and adaptation of plans for dealing with Covid-19: <ul style="list-style-type: none"> What plans are in place? How effective has the schools restart been in practice? Is learning accessible for all? How are changes and adaptations being communicated to pupils, parents and carers? Has good practice been identified and shared amongst schools, governing bodies etc? How is the LEA and other bodies supporting schools regarding the above?

	<ul style="list-style-type: none"> • Focus on vulnerable learners <ul style="list-style-type: none"> ○ NEETs ○ Those with Additional Learning Needs ○ Young Carers ○ Children Looked After ○ BAME pupils ○ Those identified as being vulnerable to criminal, sexual and financial exploitation, including drugs <i>(to include the Criminal Exploitation Agenda and the Cardiff Response)</i>
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Priority Items – Cabinet Members & Directors

Cllr Hinchey	
Workforce	<p>Agreed the following:</p> <ul style="list-style-type: none"> • Regular reporting and monitoring in relation to the recruitment and retention of staff not only in Youth Justice Service (already identified by CYPSC Members) but across the whole of Children’s Services; and effectiveness of partnership working in workforce planning and delivery • Scrutiny of Workforce issues be extended to also cover Education, particularly around training and awareness raising in relation to: <ul style="list-style-type: none"> ○ Tackling race and prejudice in Schools – addressing attitudes and behaviours ○ Having an understanding of race and diverse communities in which the school serves ○ The effectiveness of current training in relation to identifying and reporting exploitation ○ To include input from community safety and cohesion on this issue
Fostering, Placements, Practice Improvements (suggested as 3 separate Items)	<p>Agreed the following:</p> <ul style="list-style-type: none"> • A “whole piece” approach to be adopted to look at how effective the Service is working to deliver services and crucially, improved outcomes for young people • Review and revisit progress the CYPSC Inquiry on “Out of County Placements” • To receive a response in relation to the CYPSC Inquiry on “Child Mental Health Support and Services” • Cross-departmental review with Education in relation to attendance figures and EOTAS pupils

Early Intervention & Prevention	Agreed that a Briefing be considered at the CYPSC Meeting on the 19 th January 2021, as suggested by the Service Area
Cllr Merry	
To be discussed at meeting on the 7 th October 2020 and reported to CYPSC on the 12 th October	

Other Issues Raised by CYPSC Members

Voices of Young People	<ul style="list-style-type: none"> Agreed that the Committee speak directly to a range of young people on their views on Council Services, particularly those within the Terms of Reference of this Scrutiny Committee
Contextual Safeguarding	<ul style="list-style-type: none"> Agreed that a briefing/training session be developed to inform Members of the significance of contextual safeguarding issues on the work of this Committee – to include input from Partners
Drug-related issues arising from Covid-19 and how it affects children & young people	<ul style="list-style-type: none"> Issue already identified as a priority for Community & Adult Services Scrutiny Committee. Explore how Members of this Scrutiny Committee can contribute to the consideration of this issue.

CYPSC Members agreed to undertake monthly reviews of the Work Programme to keep a watching brief on the issues agreed above and any other issues that may emerge. This will be considered as part of the monthly “Committee Business” report.

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CHILDREN & YOUNG PEOPLE SCRUTINY COMMITTEE DRAFT WORK PROGRAMME 2020/21 VERSION 1

Appendix B

	12/10/2020	09/11/2020	07/12/2020	19/01/2020	16/02/2020	15/03/2020	April	May	June	July
Item 1	Children's Services and Education Service Updates	Whitchurch High School – Development of Art, Maths & Science – Upper School Site		Youth Justice Service - Update following HMIP Visit in December 2020	Corporate Plan		Education/ Consortium Delivery Plan 21/22 - Date TBC			Local Authority Social Services Annual report 2020/21
Item 2	CYPSC Work Programme 2020/21	Early Years, Primary and Secondary school provision to serve Adamsdown and Splott		Early Intervention & Prevention Briefing	2021/22 Budget		Children's Services Delivery Plan 21/22 - Date TBC			
Item 3		Redevelopment and Expansion of Cathays High School								

Performance Reports			Q2 Performance - Education & Childrens Services			Q3 Performance - Education & Childrens Services			Q4 Performance - Education & Childrens Services	
			Workforce - Recruitment & Retention			Workforce - Recruitment & Retention			Workforce - Recruitment & Retention	
Committee Business Items	Correspondence Update, Work Programming, Inquiry Progress reported to each meeting									
Governance Watching Briefs			Corporate Parenting Annual Report	Regional Adoption Service Annual Report					Integrated Family Support Annual Report	Families First Annual Report
Inquiries	Monitor and Review implementation of "Out of County Placements" and "Child Mental Health" Inquiry recommendations									
Briefs/Reports/Updates outside of Committee										
Cabinet Dates	15-Oct	12-Nov	10-Dec	21-Jan	18-Feb	18-Mar				

Key:

pre-decision	Performance Reports	YJS Inspection Scrutiny Dates to be agreed with Independent Chair	Updates/ Briefings	Partnerships & Consortium Reports
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Page 36

CYNGOR CAERDYDD

CARDIFF COUNCIL

CHILDREN & YOUNG PEOPLE SCRUTINY COMMITTEE

12 OCTOBER 2020

COMMITTEE BUSINESS REPORT

Background

1. This report sets out a summary of the Committee's business and sets out the following:

- A correspondence update arising from recent scrutiny meetings; and
- The latest position in relation to the CYPSC Task & Finish Inquiry on Child Mental Health & Well-being Support and Services

2. Future Committee Business reports will also include details of the Committee's Work Programme, which will be considered as a separate Agenda Item at this meeting.

Correspondence update

3. Following most Committee meetings, the Chair writes a letter to the relevant Cabinet Member or officer, summing up the Committee's comments and recommendations regarding the issues considered. Set out below is the latest position in terms of correspondence:

Covid 19 Scrutiny Panel:

- 3.1 *Response Received* - from Councillor Merry to the Chair of the Panel (Councillor Walker) relating to Plasdwr School considered on the 23 June 2020

Children & Young People Scrutiny Committee

- 3.2. *Response Received* – from Councillor Merry to the Chair’s letter regarding the School Organisation Plan considered at Committee on the 10 March 2020.
- 3.3. *Response Received* – from Councillor Hinchey and Graham Robb, Independent Chair of Youth Justice Board to the Chair’s letter regarding the Youth Justice Board Inspection considered at Committee on the 30 July 2020;
- 3.4. *Response Received* – from Councillor Merry to the Chair’s letter regarding Education Restart considered at Committee on the 30 July 2020;
- 3.5. *Response awaited* – from Councillor Hinchey to the Chair’s letter regarding the Local Authority Social Services Report 2019/20 considered at Committee on the 15th September 2020
4. Copies of the public Chair’s letters and responses received can be found on the Council’s website page for the relevant Committee meeting, with a hyperlink provided at the top of the page, entitled ‘*correspondence following the committee meeting*’.

CYPSC Task & Finish Inquiry - Child Mental Health & Well-being Support and Services

5. The report arising from this Scrutiny Inquiry was approved by Cabinet on the 19th March 2020. Due to the re-focussing of work to deal with the COVID-19 pandemic and standing down of standard committee meetings (including Cabinet), a response on the recommendations is awaited and will be considered by this Scrutiny Committee in due course.

Way Forward

6. During the meeting, Members will have the opportunity to reflect on the correspondence update and note the update on the Task & Finish Inquiry.
7. Further details of other Committee business will be reported at future meetings, including the CYPSC Work Programme 2020/21, which will be discussed as a separate Item on the Agenda at this meeting.

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implemented with or without any modifications. Any report with recommendations for decision that goes to Cabinet/Council will set out any financial implications arising from those recommendations.

RECOMMENDATION

The Committee is recommended to reflect on the update on committee correspondence; and note the update on the CYPSC Task & Finish Inquiry.

DAVINA FIORE

Director of Governance and Legal Services

5th October 2020